

# SOUTHEAST WISCONSIN CITIZEN CORPS

A PARTNERSHIP BETWEEN RACINE & KENOSHA COUNTY EMERGENCY MANAGEMENT AGENCIES



## CERT REFRESHER WORKSHOP

Saturday, February 24, 2007

8:00 am – 5:00 pm

Kenosha County Center

19600 75<sup>th</sup> St. (Hwy. 50)

Bristol, WI

**\*\*Deadline for registration is February 16, 2007.\*\***

Seating is limited, so please register early.

PLEASE PRINT CLEARLY		
Name:		
Street Address:		
City:	State:	Zip:
Telephone (Day):	(Evening):	
Email at which you want to be contacted about the workshop:		

Please mail this form (one registration per form, please) to:

Kenosha County Emergency Management

Attn: Linda Botts

1000 55<sup>th</sup> St.

Kenosha, WI 53140

Or fax to:

Kenosha County Emergency Management

Attention: Linda

262.636.3505

**Please check what you want to register for:**

- ☐ All Day (Both morning and afternoon sessions. *You will still need to register separately with the Red Cross for the First Aid Certification, see attached agenda for details.*)
- ☐ Morning Session Only (*You will still need to register separately with the Red Cross for the First Aid Certification, see attached agenda for details.*)
- ☐ Afternoon Session Only

**Please check which afternoon breakout sessions you will be attending (you may only pick two out of the four listed below, please see the attached agenda for reference):**

- ☐ Avian Influenza (1:00 – 1:50 pm)
- ☐ Hazardous Materials (1:00 – 1:50 pm) **(pick one of these two)**
  
- ☐ Neighborhood Watch -- Personal Safety (2:00 – 2:50 pm)
- ☐ Radio Communications/Traffic Control (2:00 – 2:50 pm) **(pick one of these two)**

## TENTATIVE REFRESHER SCHEDULE

Morning Session: 8:00 am – 12:00 pm

Afternoon Session: 1:00 pm – 5:00 pm

- 8:00 – 11:00 Red Cross First Aid, *Laurel Borst, American Red Cross instructor*  
**\*\*Please note that this is a regular American Red Cross First Aid class for certification. There is a \$13 fee for the materials used in this class. You MUST pre-register and pre-pay in order to attend. There are no exceptions. Please contact Eman at the American Red Cross, 262-554-9997 ext. 27, to register and pre-pay for the First Aid session. Deadline for First Aid registration is February 16<sup>th</sup>.**
- 11:10 – 12:00 Red Cross Overview, *Laurel Borst, American Red Cross instructor*
- 12:00 – 1:00 Lunch break
- 12:45 – 1:00 K-9 Demonstration (not required for participants, just a demonstration for those who may be interested), *Pleasant Prairie Police Department*
- 1:00 – 3:00 BREAKOUT SESSIONS (Please choose ONE session at each time frame)
- 1:00 – 1:50 Avian Flu, *Laurel Borst, American Red Cross, and Linda Botts, Medical Reserve Corps Co-Coordinator*  
-- OR --  
Hazardous Materials, *Jim Day, Captain, Johnson Wax Fire Brigade*
- 2:00 – 2:50 Neighborhood Watch—Personal Safety, *Ofr. Jeff Wambolt, Kenosha Police Department*  
-- OR --  
Traffic Control & Radio Communications, *Lt. Paul Ratzburg, Pleasant Prairie Police Department, & Carl Piojda, Lake County ARES*
- 3:00 – 4:00 Tabletop Exercise, *Linda Botts, Citizen Corps Coordinator & Carl Piojda, Lake County Amateur Radio Emergency Services*
- 4:00 – 5:00 Search & Rescue CERT module, *Ted Wyka, Chief Training Officer, Randall Fire Department*

*\*\*Due to time constraints, the First Aid session will only feature certification in first aid. We will feature certification in CPR and AED at future Refresher Workshops.*

## GET INVOLVED WITH S.O.S. CERT

We will be having a display for you to checkout on break times called S.O.S. CERT. The S.O.S. stands for “Show Off Supplies,” so if you have any unique items that are in your emergency kit or creative ways of putting a kit together, please bring the item/kit for the display. This will help everyone generate ideas of ways to become better prepared!

## CERT REFRESHER TABLETOP EXERCISE

I have included this information to help you prepare for the Tabletop Exercise. You will be given the exercise scenario at the Refresher Workshop.

### What is a Tabletop Exercise?

A Tabletop Exercise is one conducted in a conference-type setting. The exercise is conducted in a discussion type of format, under low stress conditions. The exercise will revolve around a scenario simulating a realistic threat that could happen in a community. The exercise is not conducted in “real time” and it is designed to give the participants a chance to discuss their part in the response to the scenario.

### RULES OF PLAY

- The “Real World” may intrude—emergencies override the exercise.
- Please provide input into the exercise.
- Be respectful of other participant’s contributions and concerns.

### ROLES

Facilitator:

- Ensure objectives are met.
- Keep exercise on course stimulating interaction between players.
- Starts and concludes exercise.
- Maintains order and controls the pace.

Players:

- Respond to situations.
- React naturally and focus on current procedure guidelines if applicable.
- Coordinate with other players determining the best response to given situation.

### EXERCISE OBJECTIVES

- **Personal safety:** Determine whether personal safety measures were followed.
- **Communications:** Determine the means of communications and information exchange between individuals to further the efforts of the group.
- **Leadership/Teamwork:** Determine the cohesiveness and effectiveness of the group through the coordination of the response and operations.
- **Documentation:** Determine the level of documentation needed for a response to a smaller scenario such as this.

### TIPS FOR A GOOD EXERCISE

- **For this scenario, assume you have all the equipment and resources that you have in real life. Everyone in your group is their “real life” selves; you just all live in the same neighborhood now.**
- There is no single solution. Varying viewpoints, even disagreements, are expected. This is intended to be a safe, open, stress-free environment in which you can learn how to work together and problem solve.
- Respond based on your knowledge of current events. Some of the events of the scenario are a bit vague; this is to encourage you to assess the situation.

This exercise is an opportunity to explore a range of options and possible approaches.

**Please review the following material out of your CERT manual** to prepare for both the Tabletop Exercise and the Search and Rescue session:

- Unit 1: Disaster Preparedness
- Unit 4: Disaster Medical Operations—Part 2
- Unit 5: Light Search and Rescue Operations
- Unit 6: CERT Organization